

# CONSERVATORSHIP

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## **GENERAL INFORMATION**

## GENERAL INFORMATION

Conservatorship forms are considered to be one of the most difficult of the packets available from the court. For this reason this manual provides only general information and the forms required to complete a Conservatorship.

1. **FORMS PACKETS:** If you would prefer to type your forms in a typewriter you can purchase a forms packet from the Clerk's office for \$10.00.  
  
**CONSERVATORSHIP HANDBOOK:** Available from the Clerk's office for \$20.00. This manual is required for conservators.
2. **FILING FEES:** The filing fee is \$213.50. If you qualify for a fee waiver you may obtain the fee waiver packet from the Clerk's office free of charge or use Volume 1, Fee Waiver to complete the necessary forms on the computer.
3. **MUST BE TYPED:** Each form must be typed and submitted the original plus two copies.
4. **COURT INVESTIGATOR'S FEES:** Conservatorships require an investigation conducted by Evelyn Murphy, the Court Investigator. The fee for this service is \$210.00. You will be billed after the investigation is completed with payment due upon receipt of the bill.
5. **WAIVING COURT INVESTIGATION FEES:** If you complete a fee waiver for the filing fee, you may be eligible for an additional fee waiver that waives the Court Investigation fee. Additional fee waiver packets are free and available at the Clerk's office.
6. **ASSISTANCE WITH CONSERVATORSHIP FORMS:** Unfortunately, at this time, the Family Law Facilitator does not assist with Conservatorship forms.  
  
You are encouraged to seek the advice of an attorney or the assistance of a legal document assistant (paralegal), if you require help completing these forms.
7. **CONSERVATORSHIP HEARINGS:** Conservatorship hearings are held on Mondays, at 9:00 a.m. in the civil department. The Clerk will stamp your forms with the date/time and department at the time of filing.
8. **TEMPORARY ORDERS:** There are temporary order forms in the forms packet and listed in the sample forms at the end of this section. Temporary Orders, when signed by the Judge, are effective until the hearing date.

# **SAMPLE DOCUMENTS**

**ALL documents used for filing and completing a Conservatorship are  
contained on the following pages.**

**CONFIDENTIAL C'TOR SCREEN FORM – 2 PAGES**



**PETITION FOR APT OF TEMP 2 PAGES**





**PTN FOR APT OF TEMP C'SHIP 2 PAGES**



**PTN FOR APT OF PROBATE C'TOR 7 PAGES**















**ORDER APPOINTING TEMP C'TOR 2 PAGES**



**LETTER OF TEMP C'TOR 1 PAGE**

**NOTICE OF HEARING 2 PAGES**



**DUTIES OF C'TOR 4 PAGES**









**ORDER APPOINTING PROBATE CUSTODIAN 3 PAGES**





**LTRS OF C'SHIP 2 PAGES**





**CITATION FOR C'SHIP 2 PAGES**



**CONFIDENTIAL SUPPLEMENTAL INFORMATION 4 PAGES**







**CAPACITY DECLARATION 3 PAGES**







**ORDER DISPENSING NOTICE 1 PAGE**

**ORDER APTING CRT INVEST2 PAGES**



**INVENTORY & APPRAISAL 2 PAGES**





**PTN FOR EXCLUSIVE AUTH 2 PAGES**





**ORDER AUTHORIZING C'TOR TO GIVE CONSENT FOR MED TRMT 1 PAGE**

**CHANGE OF RESIDENCE NOTICE 1 PAGE**